WASHINGTON STATE CONSERVATION COMMISSION

REQUEST FOR INFORMATION (RFI)

REGARDING

WATERSHED DATA PILOT PROJECT

December 2, 2005

Responses Due
December 23, 2005 2:00 PM

1 RFI ADMINISTRATIVE REQUIREMENTS

1.1 Purpose of this RFI

The Washington State Conservation Commission (WSCC) is planning its Watershed Data Pilot Project (WDP) and is preparing to find a vendor or vendors that will help meet the project objectives. WSCC seeks information that will help define the objectives and scope that are realistic to achieve within the constraints of the WDP. Your responses to this RFI will improve our understanding of the marketplace, of how your products and services have helped meet similar needs for other clients, and whether products exist that are a good fit with the WDP objectives. We expect the result to be a more clearly defined project and RFP that will be easier to respond to by vendors and more successfully executed by the state. We appreciate your time and effort to respond to our questions.

1.2 RFI Procedure

This Request for Information (RFI) is not an offer or intent to contract with any vendor, contractor or consulting firm. Additionally, issuance of this RFI and your preparation and submission of information do not commit the WSCC to any contractual relationship, directly or indirectly. WSCC will not reimburse or make payment for any costs incurred in the preparation and submittal of your response.

WSCC hereby invites you (hereafter referred to as the "vendor") to submit information, including associated literature, to this RFI based on the information contained within this document.

Upon release of this RFI, all vendor communications concerning this RFI must be directed to the WSCC Project Manager listed below. Unauthorized contact with other state employees related to this RFI may result in your firm receiving inaccurate information or prevent your firm's information from being properly reviewed and considered during the RFI review period. The WSCC intends to release a Request for Proposal (RFP) in support of the Watershed Data Pilot Project (WDP) at the beginning of March 2006 or sooner if possible. Choosing not to respond to this RFI will not affect your ability to participate in the RFP.

Vendors responding to the RFI may not have answers to all questions posed as a broad range of potential products and services are covered. Partial responses, congruent with your products and services, are welcome.

1.3 RFI Schedule and Future Dates

The following table provides the schedule for the RFI, and future target dates for the WDP project:

Event	Date
Release RFI	December 2, 2005
RSVP and Questions Due Prior to Vendor Conference	December 7, 2005
RFI Vendor Conference	December 12, 2005
Questions Due to Allow Written Responses	December 14,2005
Notify WSCC of Intent to Respond to RFI	December 15, 2005
Written Answers to Questions Completed	December 16, 2005
RFI Due to WSCC	December 23, 2005
Consider RFI Input, Gain Approval to Proceed	January 31, 2006*
Release RFP	February 24, 2006*
Select Apparently Successful Vendor(s)	April 7, 2006*
Start Work	April 24, 2006*

*Estimated

WSCC asks that you indicate your intent to respond to the RFI by December 15, 2005 via email to the WDP Project Manager. Your email will be acknowledged. Correspondence following the Vendor Conference including written answers to questions will be sent to those vendors indicating intent to respond. This will also help us plan our work to review your input.

RFI responses are due to the WDP Project Manager by December 23, 2005 at 2:00 PM. While this is a week earlier than originally announced, we encourage you to be concise in your response and enjoy your holidays. Your timely response will also help us push on our schedule to allow release of the RFP as early as possible. WSCC will accept responses submitted after the response due date, however information obtained after this date may be less thoroughly analyzed and considered by the agency due to time constraints.

1.4   Submission of Response

Please submit an electronic copy of your response via email, plus electronic copies of any associated literature, to the WDP Project Manager by the RFI due date. Any responses submitted to this RFI must be readable by Microsoft Office 2002 software or in PDF format. Faxed submissions will not be accepted. While we strongly prefer receiving all information electronically, if the respondent is unable to submit some of the requested information electronically by email, the non-electronic information can be sent to:

> Glenn Briskin, WDP Project Manager
> Washington State Conservation Commission
> PO Box 47721
> Olympia, WA 98504-7721
> glenn@briskinconsulting.com
> Telephone: (360)561 0897
> Fax: (360)407 6215

1.5 Vendor Conference

To improve communication, WSCC will hold a vendor conference on December 12, 2005 from 10:00 AM to 12:00 PM at the Department of Ecology in Lacey, Washington. The address is 300 Desmond Drive. The purpose will be to provide you with a short presentation on the project, and to have a discussion about the project to answer your questions.

The presentation made at the vendor conference and questions answered will be distributed to all parties by December 16, 2005 who express intent to respond.

300 Desmond Drive, Lacey, Washington is located on the south side of Martin Way just across from a shopping center with Top Foods, Shopko, and a large cinema complex.   As visitor parking at the Department of Ecology is limited, vendors are encouraged to carpool and to park at the shopping center across the street. Please sign in at the reception desk in the main lobby at the Department of Ecology and the receptionist will be able to direct you to the meeting room.
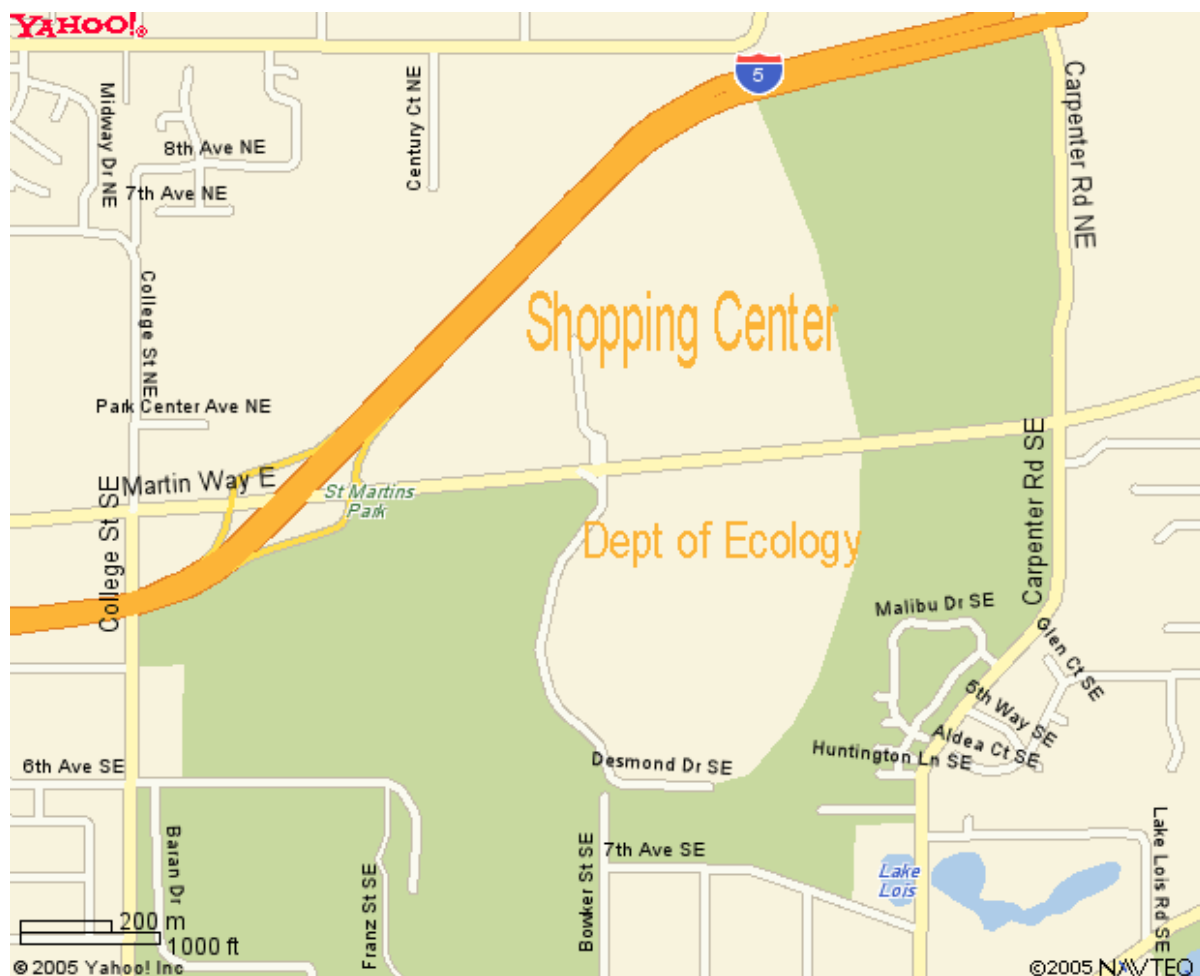
Please email the WDP Project Manager of your intent to attend the conference (RSVP) by December 7 to help us assure that we are prepared for the number of people who plan to attend. Space may be limited.

1.6   Vendor Questions and Answers

Specific questions concerning this RFI should be submitted via e-mail to the WDP Project Manager. Questions received by December 7 will be addressed prior to the Vendor Conference. Questions received by December 14 will be answered in writing (email) by December 16 to all vendors indicating intent to respond. Questions asked after December 14 may not be answered due to the short time available prior to the response deadline. Please limit telephone calls to the WDP Project Manager to urgent clarifications. We will try to respond quickly to your questions.

1.7   Proprietary or Confidential Information

Vendors must clearly mark any information in the response to this RFI that the vendor desires to claim as proprietary and exempt from disclosure under the provisions of RCW 42.17.250 to .340. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on the lower right hand corner of the page. WSCC will consider a vendor's request for exemption from disclosure; however, WSCC will make a decision predicated upon Chapter 42.17 RCW and Chapter 143-06 of the Washington Administrative Code. Marking the entire response exempt from disclosure will not be honored. Vendors must be reasonable in designating information as confidential. If any information is marked as proprietary in the response, such information will not be made available until the affected vendor has been given an opportunity to seek a court injunction against the requested disclosure.

2 Background and Project Information

2.1   WSCC Business Background

The mission of the Washington State Conservation Commission is to lead the citizens of the state in the wise stewardship, conservation, and protection of soil, water, and related natural resources on private lands. The Conservation Commission does this by providing structure and leadership for good governance by conservation districts who provide education, technical assistance, and implementation of land management practices.

The Washington State Conservation Commission was created in 1939 with the passage of Chapter 89.08 Revised Code of Washington, more commonly known as the Conservation Districts Law. Conservation Commission staff is directed by a ten-member board.

The Conservation Commission exists to assist and guide conservation districts. We help districts coordinate programs, facilitate productive working relationships with other organizations, and help districts be successful.

Responsibilities of the Conservation Commission include:

- Provide assistance to conservation district supervisors;
- Inform conservation districts of the activities and experiences of other conservation districts, and disseminate this information statewide;
- Review agreements between conservation districts and any other entities;
- Encourage cooperation and collaboration of state, federal, regional, interstate and local public and private agencies -- and secure their assistance -- with conservation districts;
- Recommend funding packages and administer resulting funds;
- Issue regulations establishing guidelines and suitable controls on the use of public funds, property and services by conservation districts;
- Review budgets, administrative procedures and operations of conservation districts and advise the districts concerning their conformance with applicable laws and regulations;
- Compile information and make studies, summaries and analysis of conservation district programs in relation to each other and to other resource conservation programs on a statewide basis;
- Assist conservation districts in obtaining legal services from state and local legal officers;
- Require annual reports from conservation districts;
- Establish accounting and auditing procedures for conservation districts with the assistance and advice of the Washington State Auditor's Office.
- Appoint two supervisors to sit on each conservation district's five-member board of supervisors; and
- Process boundary change requests and changes of conservation district names in coordination with the Washington Secretary of State

The Conservation Commission respects and honors both private and public land, as well as resources and people. We demonstrate this by valuing:

- Healthy, diverse landscapes
- Voluntary, incentive-based activities and solutions on working lands that reflect local and community priorities
- Partnerships at local, state, federal and Tribal levels
- Diverse ideas and culture
- Accountability
- Natural resource based industries and their economic contribution

- Highest personal and organizational integrity and ethical standards for Conservation Commission members, staff and conservation districts
- Good policy and governance
- Open communications
- Pride in land stewardship

As the lead agency in this project, the WSCC will assure that the project considers the needs of the local agencies, organizations, and land owners who initiate and complete habitat restoration and watershed health projects. Their needs will be balanced with those of the regional, state, and federal agencies and organizations that collect information on watershed and habitat health, conduct broader programs to preserve and improve environmental health, set policy, and make decisions on funding for watershed and habitat health projects and programs.

2.2 WSCC Internet site

http://www.scc.wa.gov/index.html

2.3 Project Background

In the 2005 – 2007 Biennium Capital Budget, Section 405, the Washington Legislature appropriated $500,000 to be used solely by the WSCC, in collaboration with the Department of Information Services (DIS), the Departments of Ecology, Fish and Wildlife, and Natural Resources (the natural resource agencies), and the Governor's Salmon Recovery Office (GSRO) to conduct a pilot project to test the effectiveness of web and handheld technologies in providing:

1. A single repository to track, manage, and report at local, regional, and statewide bases all habitat projects developed by the conservation districts.
2. A single repository for habitat data collected in a selected watershed through the use of hand-held data collection devices by the Departments of Ecology, Natural Resources, and Fish and Wildlife.

The first legislative requirement – a repository to track habitat and watershed projects – will seek to pilot software products that help decision makers at all levels better prioritize and allocate resources to projects. Pilot software products should also help track potential projects, project progress, and monitoring of the projects' implementation and effectiveness in contributing to watershed health and habitat restoration goals.

The second legislative requirement – a repository of habitat data and collection of habitat data with hand-held data collection devices – will seek to pilot software and hardware products that improve efficiency and consistency of data collection on habitat and watershed health. Pilot products should also

provide a central repository of this data to provide a more complete picture of the watershed's needs and changes over time.

It is anticipated that these two legislative requirements will be pursued in a single pilot that not only seeks to meet each requirement, but also seeks to understand how the requirements can be addressed in an integrated and complementary way.

Funding for this pilot project was provided by the legislature through the Office of the Interagency Committee (IAC). WSCC is under contract with IAC to complete the project. The project was clearly designated a pilot project by the Legislature with no provision to implement permanent capabilities. To complete the pilot, the Legislature directed the WSCC to contract with and compensate a qualified commercial systems and services vendor through an open competitive bid process. We anticipate that the vendor will provide systems, all necessary hardware and software, operations support, training, programming, database management, and other services needed to complete a pilot and help the state collect the information needed to meet project objectives. The results of the pilot will be documented in a joint report with recommendations to the Legislature and the Office of Financial Management (OFM) by December 1, 2006. While pilot activities are anticipated to be substantially complete by the end of 2006, the pilot project may be extended through the end of the fiscal biennium (June 30, 2007) if an extension will help elaborate the potential benefits of the technologies in use and if it can be completed within project constraints.

The implementation of the Watershed Data Pilot project (WDP) will be of interest to and influenced by many parties. As it is primarily a state information technology project, it is governed by Washington State Information Services Board (ISB) policies and standards. It is also a project that will interact with the ongoing efforts of many state and local natural resource agencies to better manage habitat project and watershed health data in support of watershed conservation and salmon recovery. These agencies are guided by evolving plans such as the regional and statewide salmon recovery plans, the Washington State Comprehensive Monitoring Strategy and Action Plan for Watershed Health and Salmon Recovery, and the state Geographic Information Technology Enterprise Architecture Initiative.

These agencies have also completed shared data repositories to track watershed health and habitat restoration projects statewide including Project Information System (PRISM) maintained by IAC, and the Uniform Environmental Project Reporting System (UEPRS) maintained by the Washington State Department of Transportation (WSDOT), and the state Natural Resources Information Portal overseen by the Salmon and Watershed Information Management Technical Advisory Council (SWIMTAC). PRISM

supports tracking potential and actual projects from grant application through monitoring after completion. PRISM tracked projects primarily relate to salmon habitat recovery. UEPRS collects summary information about a broader range of environmental projects. Both provide some mapping and reporting capability. Neither currently captures data on all types of watershed related projects done in a conservation district, or captures watershed health data that may be collected outside of specific restoration projects. The SWIMTAC data portal is a directory and search engine for many individual databases. It is expected that this pilot project will help the state understand what systems may be available from commercial vendors that would complement or potentially be successors to the current state systems in meeting expanding watershed data and habitat restoration project management and decision making needs.

Given the current data collection environment, a challenge for the project will be to find a balanced approach that:

- Maximizes the opportunity to learn about the possibilities of new technologies by encouraging creative vendor efforts and minimizing constraints
- Assures that the pilot project considers evolving standards, complements other databases, and addresses current real needs of local, regional, and state level stakeholders.

This balance will be best achieved by clearly defining at a fundamental level:

- Business contributions hoped to be demonstrated by pilot technology
- Technical requirements that any pilot technology must meet to be viable.

It is important to note that while WSCC has a broad set of goals and objectives at this time which are described in this RFI, the final goals and objectives are expected to evolve between now and next February based on vendor input and interagency discussions. Many agencies are interested and involved in this project. WSCC seeks to actively coordinate these agencies' and other stakeholders' expectations to arrive at a very clear and achievable set of goals, objectives, and project scope prior to the RFP. For this reason, vendor input on currently available solutions and ideas for how best to address our objectives are valuable and appreciated.

2.4 Project Description

Complete a Watershed Data Pilot project to reveal potential benefits and challenges of the use of commercial web-based data repository and handheld data collection technology to support collection and management of data on habitat restoration projects, and on watershed and habitat health. Understand opportunities to improve local, regional, and state level access to and analysis of centralized information. Provide a report to the Legislature on the pilot by

December 1, 2006, and fully complete all project efforts not later than June 30, 2007 within the project budget of $500,000. Approximately $350,000 will be available for vendor products and services, with the remainder used to augment conservation district staffing; provide project planning, management, and reporting; and to assure adequate contingency.

2.5   Project Goals

WDP will help the state understand how commercially available watershed data management technologies could support:

1. *Better information for decision makers* – Capture and report the watershed data needed to create an accurate, complete, consistent, and digestible picture of a conservation district's or lead entity's current habitat and watershed health restoration needs, goals for improvement, and current and potential projects' costs and contributions.
2. Local project management and collaboration – Improve conservation districts' and lead entities' ability to capture, manage, and share consistent standard information to support planning, watershed and habitat health data collection, project execution and tracking, interagency collaboration, and resource allocation.
3. Better monitoring – Improve the consistency, efficiency, and timeliness of implementation and effectiveness monitoring of local projects and of watershed and habitat health by local and state level agencies.
4. Linkage to goals and plans – Collect the project and watershed and habitat health data in a way that links local needs and projects to regional and statewide goals; and supports local reporting against regional, statewide, and federal recovery plans.
5. Compatibility with other efforts – Contribute to the conceptual information framework established by the Washington State Comprehensive Monitoring Strategy and Action Plan for Watershed Health and Salmon Recovery, the Governor's Forum on Monitoring Salmon Recovery and Watershed Health, the Salmon and Watershed Information Management Technical Advisory Council (SWIMTAC), and the state Geographic Information Technology Enterprise Architecture Initiative to promote compatibility and sharing of information.

2.6   Project Objectives

The WDP will demonstrate the potential of commercially available watershed data management systems to achieve the goals above by pursuing specific objectives that reflect steps toward realizing the goals.

Goals	Objectives for the Pilot Project
1. Better information for decision makers	a. Develop an <u>inventory of watershed and habitat health factors</u> for a watershed that reflects what could be done, what has been done, what is underway, and what remains for each factor. For an example of an inventory of riparian

Goals	Objectives for the Pilot Project
	buffers for a stream: what parts of a stream should be buffered, what has been buffered as of a given time, what projects are underway or proposed to add buffers, and what remains to be buffered. b. For a given conservation district or lead entity, capture information on <u>all habitat restoration projects</u> completed or active, and potential projects proposed by entities. c. Capture and utilize specific <u>watershed and habitat health survey monitoring measures</u> by state natural resource agencies in a way that creates a better understanding of a watershed's health at a given point in time and how that may relate to past, current, or potential improvements. d. Provide <u>useful reports and geospatial representations</u> that show watershed health factors, actual or proposed projects, costs, and expected contributions to regional and state plan goals in ways that contribute to prioritization and resource allocation decisions. e. <u>Report on progress toward or opportunities to address goals established by local, regional, and state plans</u> for watershed health and habitat improvements that relate to measurable watershed health factors, and can be a way to tie projects to plans. f. <u>Generate lists of projects</u> by lead entity, region, jurisdiction, or statewide, based on parameters that can be varied to reflect the priorities of the decision makers like habitat category, funding entity, and watershed and habitat health factors. Support what-if analysis that will allow varying the parameters to generate different lists.
2. Local project management and collaboration	a. <u>Easy to use web based data entry</u> for all project information on <u>all projects</u> and <u>potential projects</u> within the jurisdiction of a conservation district. b. <u>Easy to use reporting</u> on projects within a local jurisdiction or multiple jurisdictions to track their status and seek collaboration opportunities. c. <u>Financial reporting</u> that shows project expenditures vs. plans for the fiscal period and by fund source to support

Goals	Objectives for the Pilot Project
	fiscal management and accountability. d. Capture project information typically <u>collected in the field by local entities</u> (geographic coordinates, watershed and habitat health survey measurements, etc.) using hand-held technology. e. <u>Appropriate security and access controls</u> for all project information controlled by local jurisdiction data owners.
3. Better monitoring	a. <u>Establish monitoring plans</u> to measure project objectives consistent with state standard monitoring protocols. b. <u>Capture monitoring results</u> in the field using handheld technology in a manner consistent with state standard monitoring protocols. c. For an inventory of watershed health factors, <u>monitor the implementation of improvement projects and their effectiveness over time; and the general health of the watershed unrelated to specific projects.</u> d. Identify <u>standard data collected</u> for specific types of <u>watershed and habitat health monitoring surveys</u> to enable application of handheld technology for field use by state natural resource agencies. e. <u>Easy upload</u> of data entry and monitoring results from the handheld to the web based database.
4. Linkage to goals and plans	a. Capture information about relevant <u>geographic areas</u> such as watersheds, watershed resource inventory areas (WRIA), evolutionary significant units (ESU), funding sources, conservation districts and implementing entities, or other <u>features to which restoration projects are tied</u> as a basis to evaluate their contribution and to monitor their results. b. Capture <u>habitat improvement goals by habitat project category or habitat health factor</u> for habitat restoration established in regional and state plans by appropriate geographic areas so that they can be linked to the local projects' proposed and actual contributions to those goals.

Goals	Objectives for the Pilot Project
	c. Generate reports and data files that <u>meet reporting required by the regional and state plans</u>. d. Generate data files that populate the <u>IAC PRISM system</u> with the minimum level of required data on projects funded through and subject to their oversight. e. <u>Tie monitoring plans and data to the goals</u> to which they contribute.
5. Compatibility with other efforts	Demonstrate the capability to work with the state's conceptual information framework: a. Incorporate the pilot system into the state's Natural Resources Information Portal (see www.swim.wa.gov/documents.asp) b. Capture coordinates and geospatial data compatible with state standards. (see http://isb.wa.gov/policies/geographic.aspx, http://wagic.wa.gov/Techstds2/standards_index.htm, wagic.wa.gov/) c. Describe jurisdictions, watersheds, habitats, species, and improvement projects objectives in a manner consistent with the structure and standards established by the Pacific Coast Salmon Recovery Fund and the state Salmon Recovery Funding Board (see www.governor.wa.gov/gsro/publications/default.htm, and http://www.nwr.noaa.gov/Salmon-Recovery-Planning/PCSRF/Index.cfm) d. Support monitoring protocols and capture monitoring data in a manner consistent with standards created by the state Governor's Forum on Monitoring (see http://www.iac.wa.gov/srfb/docs.htm, and www.iac.wa.gov/monitoring/docs.htm) e. Deliver data for appropriate projects to the IAC PRISM system in compliance with PRISM data requirements (see http://www.iac.wa.gov/oiac/prism.htm)

2.7 Project Approach

The Watershed Data Pilot project will be a complex demonstration. For the selected vendor or vendors to be successful, it requires the understanding and cooperation of

the conservation districts, the natural resource agencies, GSRO, IAC, OFM, and DIS.   WSCC is actively coordinating with these agencies and is recruiting project participants at this time. The overriding objective of the pilot is to learn what is possible. WSCC expects to establish a collaborative relationship with the vendor and all participants to make this learning process a positive and beneficial effort for all involved.

A key factor will be to continue to get very specific about the project objectives to be accomplished. For example, what watershed will be selected for the pilot, which watershed health factors will be inventoried, what sorts of monitoring will be tested with the handheld technology, what project information will be collected and how will this information be exported for testing of compatibility with PRISM, and what specific reports would meet the project objectives? The specifics will emerge based on input from the RFI and further interactions with project partners prior to completion of the RFP.

The role of the vendor will include providing a set of proven working systems. Any software changes required for the pilot to start will be completed within the first 60 days of the pilot. The vendor will be fully responsible to prepare, install, and test the system with support from project participants. We will seek to work with a single prime vendor to coordinate the usage of one or more products or sets of products to be piloted. The vendor will provide training and technical assistance for users in a conservation district in Western Washington.

The vendor is expected to play a very active role in supporting the use of the system and helping to meet the project objectives. As the WSCC has no full time IT staff, we will expect the vendor to host and operate the servers for the pilot project, or to collaborate with a state agency in hosting and supporting the servers. We will also call on the vendor's expertise in the field to look at innovative approaches to meet our objectives that may not be reflected in this description of the project.

The end result of the pilot will be to develop a report to the legislature describing our objectives, how these were met, what we learned, and to examine the future approaches, costs, and benefits of fully implementing a system to meet the objectives in the future. We want to work collaboratively with the vendor to accomplish this.

We anticipate that the vendor involvement in the pilot will last from about May 1, 2006 to November 30, 2006. We will reserve the option to extend the pilot until June 2007 if additional work would further contribute to the project objectives, and would be possible within project constraints.

3 INFORMATION REQUESTED

The following questions are intended to gather information from vendors who may be able to provide WSCC with software products, integrated solutions and services. The format of the questions is intended to provide vendors a simple way of responding to each question. WSCC recognizes that some of the questions may not be applicable to all vendors responding to this RFI and therefore, WSCC does not require vendors to respond to each question. Vendors responding to this RFI are encouraged to use the response format below. Please follow the order provided and repeat the questions. Vendors are encouraged to attach marketing material and other documentation to their response, referenced in the answers to specific questions, which may be useful in assisting WSCC in evaluating the vendor's software product, integrated solution or support capabilities.

Our questions are often open ended as we seek your ideas and suggestions. We are not scoring or evaluating your answers; our objective is to learn and improve our approach. Please keep your answers concise. Please read each section and answer the questions in an integrated manner to avoid redundancy where possible.

3.1 General Vendor Information and Project Approach

Question
1. Generally describe your company, your customer base and typical customers, your products and services, and your specific competencies. Why is your company a good fit to help us with WDP?
Response:
2. Describe projects you have done that had implementation objectives similar to those of WDP. Please provide us with any references we could check to learn more about your company's products and capabilities.
Response:
3. What is your understanding of the problems we are trying to solve and the challenges we face? How have you addressed these problems and challenges for other clients?
Response:
4. Given your understanding of what we are trying to accomplish, what suggestions do you have as to how we should approach it to improve our chances of learning the most and getting the clearest picture of how we might implement a permanent solution to meet the objectives stated for WDP?
Response:
5. Based on our goals and objectives, what clarifications or further elaboration would be important for you to efficiently meet our objectives, and what specific

Question
objectives could we pursue that are not described yet that would be better contributions to meeting our goals?
Response:
6. What implementation or support tasks, considerations, or risks should we further address in finalizing our project planning?
Response:
7. We are uncertain whether a single vendor can offer an integrated solution to meet all of our objectives. We prefer to have a single vendor serve as a prime. What are your thoughts about the most effective way to engage a vendor, independent vendors, or a team of vendors working under a prime to meet our objectives?
Response:
8. Any other questions we should have asked (feel free to answer them as well); or other suggestions you would like us to consider?
Response:

3.2   Product and Service Information

Question
1. Identify and briefly describe the specific products you would be likely to use to meet our objectives – web based repository, reporting/business intelligence/analytical capabilities, GIS, handheld data collection devices, etc. Please include the underlying technologies used – operating systems, database management systems, programming languages, bundled components or tools, etc. If the products come from different vendors, please clearly identify the vendors.
Response:
2. We will need to determine whether it makes more sense for us to buy and retain ownership to the products piloted, or to just pay for the rights to use vendor owned software and hardware during the pilot. For each product identified, please describe the alternative ways we could acquire or pay for its use during the project.
Response:
3. We seek to have the vendor host and support the system, or at least provide support if the system is hosted in a state facility. Please describe how you would prefer to approach hosting and support during the pilot project, and what this service would include. Describe your experience providing hosting and support. Please provide us with cost information that will help us estimate

Question
the cost of equipment use, hosting, and support.
Response:
4. If you suggest that we should acquire and retain ownership of some or all of the products identified, please describe the capacities and costs for the components we would need to buy so that we can estimate the cost of this part of the project.
Response:
5. Please provide information on the features and capabilities of the products proposed.   For the data repository(s) describe its primary functionality, data content, user interface, reporting capabilities, GIS capabilities, ease of use, security, etc. For the handheld technology describe its form and function, weight, ruggedness and water resistance, technology platform, types of data collected, means of data entry, user interface, GPS capability, how it transmits data to the repository, etc.   What architectural and network requirements or characteristics are important to successful implementation of these products?
Response:
6. Have you delivered an integrated solution before using this product set? Please describe your experience with integration of the set of products identified.
Response:
7. How do you export data from your repository products for use by other systems?
Response:
8. What are the expected types and levels of end-user and technical training that would be required to effectively support the project objectives?   How much staff time should be set aside? Please provide cost information about training and support that will help us estimate the cost of this part of the project.
Response:
9. Describe your support services for the products identified. What support, skills, and commitment would you expect from us to successfully use the products you are describing?
Response:
10. What characteristics of your products make them resistant to obsolescence, and how do you enhance and maintain their currency?
Response:

3.3 WDP Objective Specific Questions

Question
1. The first goal – better information for decision makers – depends on developing a complete picture of a watershed: its geography, health factors, habitat categories, current state of health as monitored and measured, projects done/in progress/pending, etc. in order to be able to answer questions about where the needs are greatest, what areas have what needs, and how to select projects based on various priorities and parameters. The focus is on gaining the greatest understanding of needs and applying dollars most effectively. Generally, how do your products address meeting this need? What tools do you have to analyze and support decision making on applying resources to needs in the most effective way?
Response:
2. How do your products define and keep track of watersheds, habitat, and the inventory of factors related to their health? What major data entities do you track?
Response:
3. How do your products keep track of watershed health and habitat restoration projects? What major data entities do you track?
Response:
4. What types of watershed and habitat project and health monitoring data do your products capture? Please provide specific examples.
Response:
5. Please provide examples of the types of reports you could produce that would support the decision making needs described for goal #1.
Response:
6. How does your data capture and reporting utilize geospatial and mapping technology to present data for decision making in more understandable and meaningful ways?
Response:
7. How would you support what-if analysis in order to generate potential lists of projects that would best meet a given set of needs?
Response:
8. The second goal – Local project management and collaboration – emphasizes easy and complete capture of habitat and watershed health restoration project information and sharing of project information by local, regional, and state constituents. Generally, how do your products address meeting this need?

Question
Response:
9. Conservation districts establish many local plans that address district wide objectives as well as objectives for individual land owners; and define projects to address those plans. How does your system accommodate managing the plans, projects, and potential projects in support of local efforts?
Response:
10. What project cost management and reporting capabilities will your system support?
Response:
11. How does the handheld technology proposed support collection of information specifically tied to projects?
Response:
12. The third goal – better monitoring – emphasizes the ability to establish standard monitoring approaches and to capture consistent data in the field using handheld technology. Generally, how do your products address this need?
Response:
13. What standard watershed and habitat health measures do you support with the handheld technology? How do you add new ones?
Response:
14. How does/could your product tie monitoring by state natural resource agencies of standard watershed and habitat health measures to watersheds and habitats, to watershed and habitat related projects, and to their health factors and goals?
Response:
15. The fourth goal – linkage to goals and plans – emphasizes the ability to capture information about state, regional, and local plans which establish goals for improvements of defined geographic areas. These plan goals are then linked to projects and to monitoring of watershed and habitat health. Information about the projects and monitoring measurements support local and regional reporting against statewide goals. Tying plans to goals to projects to monitoring measurements would facilitate reporting against goals and on the effectiveness of efforts. Generally, how do your products address this need?
Response:
16. How does your product describe predefined geographic areas like ESUs or

Question
WRIAs?
Response:
17. How does your product capture information about entities (agencies or other organizations) that fund, plan, manage, or implement watershed health and habitat improvements?
Response:
18. How does/could your product manage the information about watersheds and habitat, monitoring, and projects that comprise plan goals?
Response:
19. We will provide information on PRISM data formats during the RFI. Based on examining PRISM as it is downloadable from the IAC website, to what extent does your product capture information that goes into PRISM, and in what ways could this information be exported from your products?
Response:
20. The fifth goal – compatibility with other efforts – emphasizes compatibility with data sharing mechanisms, data standards, and other guidelines that address systems, reporting requirements, and watershed and habitat health data sources already in place. Generally, describe how well your products align with this set of standards and guidelines.
Response:
21. It is expected that the repository and handheld will utilize geospatial referencing as a fundamental way to locate and relate goals to projects to watershed and habitat health monitoring. How does your product match the ISB standards for GIS referenced in the description of this goal? Please be specific about congruence with both the metadata, and datum and coordinate system standards.
Response:
22. If your product must perform a transformation of data to comply with the ISB GIS standards, please describe the standard you follow and the effort required to make a transformation to the ISB standards.
Response:
23. To what extent and in what ways are the PCSRF jurisdictions and objectives for habitat restoration, and the state Governor's Forum on Monitoring standards for habitat monitoring accommodated by your products?
Response:
End of Questions

End of RFI